

Detailed reports.	investments. It shall make annual detailed reports of all the bonded indebtedness of the city and the funds and assets applicable thereto, to the Supervisor of Finance. All bonds paid off
Cancellation and destruction of paid bonds and coupons.	and all interest coupons shall be duly canceled at the time of payment and held in the treasury until the regular annual report to the city council in September, when the same shall be burned and record thereof made on the books of the city council and of the sinking fund commissioners. All securities belonging to the sinking fund shall be held in the city treasury and reported and exhibited in connection with the annual report.
Safe-keeping and reports of sinking fund.	

#### ACCOUNTS AND PROPERTY.

Accounts kept by city clerk.	<p>SEC. 10. Books of account shall be kept with every department of the city by the city clerk, under the direction of the Supervisor of Finance, and report shall be made annually to the city council at its September meeting, which shall contain an accurate statement, in summarized form and also in detail, of the financial receipts of the city from all sources and of its expenditures for all purposes. Such report shall also include a statement of the indebtedness of the city, for what incurred and how evidenced. The city shall appoint a property clerk or designate some person to perform the duty of such office, who, under the direction of the Supervisor of Finance, shall purchase, hold, issue, and keep account of all personal property that may be required for the city. Such property shall be issued only upon an itemized requisition of the official or head of department requiring same, and shall be duly charged against such person and receipted for. No broken, worn, or otherwise useless tools or other property shall be discarded or abandoned, but all property and tools not required for actual service shall be returned to the storage in charge of the property clerk, and all property issued shall remain a charge against the person receiving same until so returned and credited, or satisfactorily accounted for. Every officer, board, committee, head of department, and other agent or servant of the city who shall have during the preceding year had, received, or disposed of any of the property of the city, shall annually during the first week in September make a full, detailed, and accurate report of all such property, as of the first of September, to the property clerk, and said property clerk shall make a like report as of September first, an account of all property had and received by him, showing all property owned and acquired during the preceding year, any income derived therefrom, and the disposition of the same and every part thereof. The property clerk shall also keep a record of the real property of the city, the purpose for which used, and what, if any, income is derived therefrom, and include a statement thereof in his annual report. The city council shall annually at its August meeting appoint a board of condemnation, who shall audit all property accounts required by this section.</p>
Annual reports.	
Statement of debt.	
Appointment and duty of property clerk.	
Requisition and receipt for property.	
Tools returned for storage.	
Annual reports of property.	
Record of real property.	
Appointment and duty of board of condemnation.	